



# WIRKS WORTH TOWN COUNCIL

TOWN HALL, WIRKS WORTH, DERBYSHIRE DE4 4EU

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Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

Office hours: 8:30am-12:30pm Mon-Thurs

05 October 2021

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Working Party on MONDAY 11 October 2021 at 6.30 p.m. on Zoom platform, meeting ID: 386 170 0358

*The working party meeting will be held to the same standard as a committee but any decision taken at a working party meeting does not constitute a lawful decision of council - the Council has resolved to meet as a working party to allow meetings to continue using Zoom to ensure all councillors are able to participate even if they do not feel able to attend face to face meetings.*

*All delegated decisions will be reported in line with guidelines for Open and Accountable Government (Openness of Local Government Bodies 2014)*

*Admission of public: If you wish to join the meeting, please contact the Town Clerk for full meeting details.*

## **AGENDA**

### **1. Apologies for Absence**

### **2. Variation of Order of Business**

Including to consider a resolution under the Public Bodies (Admission to Meetings Act 1960 s1) to exclude members of the press and public in order to discuss an agenda item

### **3. Members' Interests in Agenda Items**

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct.

### **4. Open Forum**

Time for this session is limited to 15 minutes ; 3 minutes per person

- *Public Forum (At the start of the meeting, a period is available for members of the public to address the Council)*
- *Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted*

### **5. Monthly Budget Balance (to be circulated prior to the meeting)**

### **6. Heating and Ventilation in Town and Memorial Halls (attachment)**

The Environment and Town WP have requested that the council review its risk assessment and approach to this issue as we approach winter. The current HSE guidance on covid measures focusses on ensuring adequate airflow in enclosed spaces. In older buildings, this is achieved by opening windows. It is not possible to maintain the temperature in rooms with the windows open even if the heating is left on, which ofcourse would also result in higher energy usage/costs as well as carbon footprint.

HSE Guidance from website.. "Let fresh air in

When events take place inside or in other enclosed spaces, consider how the space can be continually well ventilated, before, during and after the event.

Letting fresh air into indoor spaces is important because when a person infected with COVID-19 coughs, talks or breathes, they release droplets and aerosols which can be inhaled by other people. The more fresh air there is to breathe, the less likely other people are to inhale infectious particles." [Read the guidance on ventilation of indoor spaces to stop the spread of COVID-1](#)

**7. Provision of Defibrillators within Wirksworth (Cllr Whittall)**

A suggestion has been made that the council should review the existing provision and consider whether to increase coverage across the town.

**8. StarDisc Signage (attached)**

A proposal has been received to add a sign positioned at the Star Disc promoting the installation of StarDiscs in other locations.

**9. IT Support**

To consider whether to upgrade current package to include automatic monitoring of all IT devices and further protection against malicious code execution (£2 per device/pm – 7 installations)

**10. Climate Change – Energy efficient upgrade to Main Hall/ Kitchen**

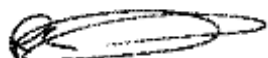
Environment and Town WP have recommended that the existing lighting in the Main Hall and Kitchen be changed to more energy efficient fittings provided there is sufficient budget (The cost of the works is estimated at £3000). This represents the last “quick win” change within the Town Hall to reduce energy consumption and therefore carbon emissions. For all remaining low energy light fittings (e.g fluorescent) in the Town Hall buildings it is recommended that as fittings reach end of life they are replaced by LED as part of normal maintenance. [The Memorial Hall has already been completely changed across to LED fittings, as well the installation of modern high efficiency boilers and smart thermostat]

**11. Budget 2021/22**

To consider any potential / additional expenditure required in the following financial year.

**12. Clerks Time Sheet**

The clerk has accrued 51 hours of TOIL.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer